

IDAHO BOARD OF DENTURITRY
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 11/7/2014

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BOARD MEMBERS PRESENT: Richard Howell - Chair
Carla R. Wolfrum
Rebecca L. Westerberg
Lisa Hansen Penny

BOARD MEMBERS ABSENT: Pamela W Miller

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, Legal Counsel
Kim Aksamit, Technical Records Specialist I

OTHERS PRESENT: Ralph Fernandez
Shannon Fernandez

The meeting was called to order at 10:30 AM MST by Richard Howell.

APPROVAL OF MINUTES

Ms. Wolfrum made a motion to approve the minutes of April 4, 2014. It was seconded by Ms. Penny. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She provided a summary of the process and the applicable deadlines for the submission of proposed law/rule changes to the Legislature.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board has a negative cash balance of \$13,377.22 as of 10/31/2014.

FY 2015 CONTRACT RENEWAL

Ms. Hall presented the FY 2015 contract renewal to members of the Board. Ms. Westerberg made a motion to accept the contract and authorize the Chair to sign on behalf of the Board. It was seconded by Ms. Wolfrum. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Mr. Howell recused himself from discussion and voting on I-DEN-2014-2 and I-DEN-2015-1.

I-DEN-2014-2 A motion was made by Ms. Wolfrum to accept the recommendation of the Bureau and authorize closure. It was seconded by Ms. Westerberg. Motion carried.

I-DEN-2015-1 A motion was made by Ms. Westerberg to accept the recommendation of the Bureau and authorize closure. It was seconded by Ms. Penny. Motion carried.

OLD BUSINESS

TO DO LIST

The Board reviewed its to do list.

NEW BUSINESS

NEXT MEETING was scheduled for April 3, 2015 at 10:30 am MDT.

EXECUTIVE SESSION

Ms. Westerberg made a motion that the Board go into executive session under Idaho Code § 67-2345(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application and exam materials. It was seconded by Ms. Wolfrum. The vote was: Ms. Wolfrum aye; Ms. Penny, aye; and Mr. Howell, aye. Motion carried.

Ms. Westerberg made a motion to come out of executive session. It was seconded by Ms. Wolfrum. The vote was: Ms. Westerberg, aye; Ms. Penny, aye; Ms. Wolfrum, aye; and Mr. Howell, aye. Motion carried.

CORRESPONDENCE

The Board reviewed an e-mail from the state of Washington requesting information on licensing requirements. The Board directed the Bureau to draft a letter and run it by the Board Chair for review and approval.

The Board reviewed a letter from Cliff Robertson and Tysen Klafke regarding exam procedures. As a result, additional information was added to the Board's exam letter. Ms. Westerberg made a motion to approve the examination letter. It was seconded by Ms. Wolfrum. Motion carried.

BOARD ELECTIONS

Ms. Wolfrum made a motion to retain Mr. Howell as Board Chair. It was seconded by Ms. Westerberg. Motion carried.

APPLICATIONS

Ms. Westerberg made a motion to approve the application for applicant 901136062 pending receipt of information regarding the internship supervisor and the course syllabus to be reviewed by the Board Chair. It was seconded by Ms. Wolfrum. Motion carried.

Monthly internship logs were reviewed, no motions were made.

CE REVIEW FOR REINSTATEMENT

Ms. Westerberg recused herself from discussion and voting on the CE for reinstatement.

A motion was made by Ms. Penny to accept the continuing education for reinstatement. It was seconded by Ms. Wolfrum. Motion carried.

CONTINUING EDUCATION

After review by Board members, the continuing education audit response was approved.

ADJOURNMENT

Ms. Wolfrum made a motion to adjourn the meeting at 1:09 PM MST. It was seconded by Ms. Westerberg. Motion carried.

Richard Howell, Chair

Carla R. Wolfrum

Pamela W Miller

Lisa Hansen Penny

Rebecca L. Westerberg

Tana Cory, Bureau Chief